**Donor Form**

Thank you for donating to Age Concern Southend on Sea CIO.

Your donation could mean more community clubs, better transport services, more lonely people matched with volunteer befrienders and more advice available for older people whenever it is needed. Your data will be stored for up to 5 years and we will check your details are correct once a year.

Date ………………………………

Name of Donor…………………………………………………………………

Address ……………………………………………………

 …………………………………………………….

 …………………………………………………….

Postcode ……………………………………

Telephone Number ……………………………………………………….

Email Address …………………………………………………………………

Amount Donated ………………………………

Method of Donation CASH CHEQUE CARD

Receipt Given Y / N

If this donation if to be used for a certain purpose (such as The Haven, befriending, transport etc) please state below. We advise you speak to our fundraising team if you would like to specify your donation in order to get the most value out of your money.

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We would love to stay in touch with you about our work as well as telling you about future events and campaigns that Age Concern Southend will be launching. If you would like to be added to our mailing list or be contacted by us in the future, please tick the boxes below. Your data will be stored in a safe and secure manner and will only be used for marketing and fundraising purposes, we will never share your data with third parties.

Please add me to the e-newsletter mailing list

Contact me for marketing and fundraising purposes by: POST PHONE EMAIL

**Charity Gift Aid Declaration** *–* single donation

**Boost your donation by 25p of Gift Aid for every £1 you donate**

Gift Aid is reclaimed by Age Concern Southend on Sea CIO from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer.

**In order to Gift Aid your donation you must tick the box below:**

I want to Gift Aid my donation of £\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to:

**AGE CONCERN SOUTHEND ON SEA CIO**

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference.

**My Details**

Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First name or initial(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Surname \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Home address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Postcode \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please notify the charity if you:**

 want to cancel this declaration

 change your name or home address

 no longer pay sufficient tax on your income and/or capital gains

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.